

CONFIDENTIAL

OPERATIONS DIRECTORATE SUPPORT OFFICERS' MEETING

20 November 1974

Parking. The Office of Logistics has revalidated the three-person car pool parking permits, and a few reserved permits are now available to the Directorate of Operations to be issued to two-person car pools. The applications should be submitted on the same forms used for car pools of three or more. The allocation will enable us to issue one reserved permit to a two-person car pool in each Area Division or Staff except DCD. If any component does not need its allocation, let us know.

Retirement. The EUR Division sent a detailed cable on the present retirement situation to all EUR stations. We have arranged to have a copy sent to the other Area Divisions in case you want to send a similar message. We should know the actual COL increase on the 21st, and will keep you posted.

Miscellaneous. We are attaching two recent OGC opinions for your information.

Consolidated Fund Drive. The Agency has now reached about 93% of its goal, with about 91% of the cards in. While we may not reach 100%, our showing will be respectable.

Space. We still have several DDO requirements for space in the Headquarters Building. To assist us in planning, please reaffirm to us any requirements which you have which have not been met. In addition, if you have space which is not fully utilized, please let us know. There is no open space left in the Headquarters Building, and new DDO requirements will have to be met by recovering space from other DDO components.

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